



MeASBO
MEASBO

Maine Association of School Business Officials

<http://www.measbo.org>

November 17, 2017
Le Club Calumet, Augusta

Minutes

Colin Walsh
Herb Hopkins
Alison Gamache
Chandra Hodgdon
Jude Cyr
Kris Pottle
Barbara Grindle
David Bridgham
Kristal Flagg
Dawn Pooler
Sherry Moody
Linda Hamilton
Hollis Cobb
Jessica Brown
Diane Boucher
Dan O'Shea
Dean Flanagan

Margo White
Shelley Schmal
Kirstie Hale
Dhyana Blanchard
Shelley Doody
Jackie Smith
Shirley Waning
Stacey Webster
Adam Hanson
Sue Lambert
Peggy McKenzie
Kelly Wentworth
Sherrie Small
Crystal Rose
Susan Walls
Scott Eldridge
Shelley Cummings

Brigette Williams
Mary Dailey
Amy Philbrick
Tara Thompson
Mark Bouchard
Sue Bell
Laurie Christie
Holly Eggleston
Debra Martin
Kathy Warren
Vera Davis
Carla Franzose
Carrie Colley
Brenda Richler
Cathy Messmer
Andy Collins
Trish Hayes

Tammy Ginn
Leah Kaulback
Sandy Padham
Janice Good
Carrie Oliver
Lynn Gray
Donna Ekman
Luci Milewski
Sara Ippolito
Brenda Murray
Jennifer Soper
Teresa Scott
Danielle Morse
Joya Maynard
Michele Coates
Barb VanDeventer

1. Association Business

- a. Welcome – Introductions
- b. Approval of Minutes, September 15, 2017 – Motion & Second - Approved
- c. Approval of Treasurer's Report – Motion & Second - Approved
- d. Committee Reports
 - i. Certification – Reviewing applications, probably no extra training this year because of change in committee members, have changed the time to complete process to five years
 - ii. Legislative Committee – No report
 - iii. Tri-State – May 23-25 in Portland
 - iv. Technology – Website has gone live, please check it out, if you did not receive an e-mail please contact Luci Milewski
- e. Other Business - MAPT Conference, Jim Reny – thinking about having a Business Officials Track on first day – insurance/DWM/DOE subjects - Waterville, Keynote Speakers Laurie Lachance & Travis Mills

2. DOE Deputy Commissions Suzan Beaudoin & Director of Strategic Initiatives Mary Paine

Mary Paine attended, Suzan Beaudoin was not able to attend. Mary Paine spoke about Regionalization efforts. Handouts provided, but also on the DOE website (Funding Categories). Two new initiatives – Regional Service Centers & FEDES Grants. No extension on the part one application deadline date – Nov. 30. New legislation pending that may bring some changes. Statement on CDS & CTE changes without a lot of answers right now. How will the ED279 be calculated without having answers on these additional changes? Some initiatives may change implementation timelines, but not in Regionalization. Mary Paine answered many questions from the membership.

3. **Vendor Spotlight** – Jeff Vermette & Brian Jensen, Cross Insurance & Tom Nanoff, Liberty Mutual
4. **Chart of Accounts & Targeted Funds Updates** – Tyler Backus, DOE
Updated the handout from last spring with the law changes. All PreK costs can be coded to Program 1121, but total amount coded must equal at least the amount on the ED279. Also reviewed some of the statute language. There will be rules around the additional Economically Disadvantaged Students .05 weight. The rules have not been developed yet. Will have to prove services are being provided to Economically Disadvantaged Students in order to receive the additional funding. Currently all districts are receiving the additional weight because the rules have not been created. Reviewed the Special Ed account numbers and how they need to be broken down by school. Many questions were asked & answered. Question was asked whether a “draft” ED279 would be sent out to show all the changes. Currently there is not a template for FY19. A request can be made for an excel version for the FY18 ED279. Working on the CTE model to build an ED279 for them.
5. **Financial Wellness Checkup** – Lisa Bussiere, Horace Mann
Packet was handed out. Discussion about saving for the future and retirement. Employees/individuals should do annual checkups for finances.
6. **Integrated Pest Management** – Kathy Murray, Pest Specialist at Dept. of Agriculture
Reviewed what schools need to do to manage pests and to use pesticides. Most schools do not have their own licensed pesticide applications – for pests and also for athletic fields. The only exception is for wasps. Pests (especially mice) can induce asthma attacks. All schools must keep records for two years, they must adopt IPM policy, appointment IPM coordinator, and notify staff & parents about applications. Contracts with providers should be reviewed for details on exactly what services are provided and how often the service is provided. Make sure service records are given when a service is provided every time and that the condition report section is followed up on. Checklist can be found at: maine.gov/schoolipm. Another good on line resource is: ischoolpestmanager.org. Powerpoint presentation will be posted to the MeASBO website.
7. **NEO Reports: Transportation** – Pat Hinckley, DOE
Burning questions – new statute, contracted buses in NEO, define 16 hours of training, school bus purchases for FY19, retiring bus uses, after the fact bus purchase approval. Powerpoint handout used. Encouraged to watch video at beginning of powerpoint. There should be a section in the Emergency Plan of the district that deals with just bus incidents. Because buses are driven on State or Federal roads is the reason there are Federal & State regulations. Additional funds have just been approved for additional school bus purchases for FY18. Copies of new regulations were handed out –old Chapter 81 was repealed & replaced with six chapters. There copies will be bound and sent to each district by the State of Maine – 3 copies to each district. Vital to get reports in on time or subsidy will be withheld. This could also affect school bus purchase requests. Reviewed all the transportation reports. Mandated 16 hours of in-service training required every year, but the curriculum has not been identified – discussion about what that entails. SDPTS – national congress for school transportation – lower left NCST – to order book \$55 per copy (order 2 – one for CO & one for Trans).
8. **NEO Reports: Facilities** – Pat Hinckley, DOE
A brief overview of the website and the need for information to be updated and certified every three years.